

# TENDER DOCUMENT

TENDER NUMBER: IT/73/2014-15

“Procurement of Color Laser Jet Printers”

SEAL & SIGNATURE OF THE TENDER

- Bid Amount Rs:.....
- Pay Order Number:.....
- Amount of the Pay Order Rs. ....

Date of Receipt / Opening of Tender **03/November/2014**

Submit to: ICT Procurement Department  
IBA Main Campus, Karachi University  
Phone Number: 021 - 99261508

## **Condition of Payment**

1. Amount of Bid Security: 2.5% of the tender amount.
2. Time of completion of supply/work: 15- Days after the receipt of PO
3. Liquidated damages in case of non-completion of supply/work within stipulated time. Rs.1000/- for each calendar day.
4. Limit of liquidated damages: 10% of the tendered amount.
5. Performance Security: 5% money of the total Bid amount will be Submitted by the successful before the receiving of PO.  
Release of Performance Security: After the successful completion of warranty period.  
Bid validity period: 90 days.

**SEAL & SIGNATURE OF THE TENDER**

## General Terms and Conditions

6. 2.5% Bid Security of the total amount of the bid is required to be deposited with the tender in the shape of pay order in favour of the Director Finance IBA Karachi.
7. All tenders should reach under sealed cover envelop up to 11:00am on **03/Nov/2014**.
8. The tender will be opened on the same days at 11:30am in presence of bidders who choose to be present.
9. The items should be supplied within 15 days after the receipt of the Purchase Order.
10. Only those suppliers should submit the tender who are registered with Sales Tax Department and quote their Sales Tax and NTN number with the copy of Sales Tax Registration Certificate.
11. Every unsuccessful tendered should be responsible to collect Bid Security's pay order within one month of the opening date of tender.
12. Income tax will be deducted as per Government Rules.
13. GST invoice should also be deposited with the original bill and Delivery Challan.
14. 20% sales tax of the total sales tax shown in the sales tax invoice shall be with held and balance will be paid to the supplier, in term of M/o Finance Notification No. SRO/660(1)/2007 dated 30-06-2007.
15. IBA Karachi may reject all bids or proposal at any time prior to the acceptance of a bid or proposal. However, IBA Karachi shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but it is not required to justify those grounds.
16. The bids will be evaluated on the basis of lowest items rate keeping in view our required configuration & evaluation criteria only.
  
17. Only those companies can participate in this tender who have past experience in dealing with such work and At least Tier-1 partner must at least 05 years business relation with the manufacturer.(Proof Required)
18. Warranty should be of one year with complete parts and services. Only consumable parts not covered under this warranty.(Please also provide price of warranty for 3 years/optional)
19. Quantity of the printers is one for each category.
20. IBA Karachi reserves the right to increase or decrease the quantity or drop any item.
21. Performance Security (10%) requires to submit at the time of PO receiving.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Office Stamp: \_\_\_\_\_

Tel Numbers: \_\_\_\_\_

Mobile Numbers: \_\_\_\_\_

Email Address: \_\_\_\_\_

## **Color LaserJet Enterprise Series Printer Features**

### **Print Technology**

Color LaserJet

### **Print Speed**

Black: normal 33 ppm or higher

Color: normal 33 ppm or higher

### **Resolution**

Up to 1200 by 1200 dpi or higher

### **Duty Cycle**

Up to 75,000 pages or higher

### **Processor Speed**

800 MHz or higher

### **Duplex Printing**

Automatic (Mandatory)

### **Display Type**

4-lines LCD Color graphics

### **Memory**

1 GB or higher

### **Paper Handling**

Input tray 1 : 100-sheet multipurpose tray

Input tray 2 : 500-sheet

Output bin : 500-sheet

### **Connectivity**

Fast speed USB & Ethernet require

### **Mobile Printing Capability**

Required

### **Warranty**

Proper manufacturer warranty for (1) & (3) years

### **Part Number**

Please quote the item proper part-number & specification

### **Price**

With one year warranty & with three years warranty

### **Bid Security**

2.5% of the total bid values please calculate on your price with 3 years warranty.